

**MEETING MINUTES
BOARD OF SELECTMEN
March 1, 2016**

Present: Anthony Vegnani, Chairman, John Danehey, Shawn Harris, Martin O’Toole, Maura Curran

Patricia Vinchesi, Town Administrator

The Meeting was called to order at 6:06 p.m.

Acceptance of Agenda

Mr. Harris made a MOTION to accept the agenda for March 1, 2016. Second by Mr. O’Toole, all in favor. Unanimous vote (5-0).

Walk Ins – no walk ins at the meeting.

Report of the Town Administrator – Patricia Vinchesi

- Public Facilities Update

The Public Safety Building is getting to be really visible. We are waiting for delivery of the steel by the end of March. The waterline will be installed next week.

- Library Roof Update

Mr. Sullivan could not be here tonight but there is an 8-12 week construction delay due to the children’s wing roof coming down. There are 25 change orders and we are still within the contingency budget with no major changes expected.

- FEMA Update

At 3:45 today we received an email from FEMA and we anticipate receiving the revised maps soon. We expect them this week possibly. After we receive these there will be no additional review period. These revised maps represent the final resolution of the Town’s appeals. We have not received a letter of final determination. There is some question about that and we are trying to get an answer. We will need to have a special town meeting within 6 months once we receive the final determination from FEMA.

- North River Dredge Materials/Survey

The permitting process to receive dredge materials is long and expensive. We have a small window of opportunity that is an uphill challenge. A survey has been put together for residents of Humarock to get their input. The challenges in Humarock are getting worse. We are looking at a number of options. We need the survey to see what residents are open to for the beach. The survey will go out and be returned by March 23, 2016. Mr. Cafferty said we need permits for fisheries, easements from residents, etc. There will be trucking or a barge required. Mr. Vegnani said the survey was very well put together.

Mr. Vegnani asked Superintendent McCarthy to provide an update on the new Middle School & High School project. The construction has begun and steel will be going up in the back of the High School for the performing arts area as well as the front of the school for the new Middle

School. Gutting has begun within the school and the new Nurse's office is roughed in and ready to go for the finish. The weather has helped out and everything is moving along quite well.

SCHEDULED ITEMS:

Columbia Gas Easement for Public Safety Complex, Steve Theran, OPM Vertex

The gas will come in off of Mann Lot Road and this is for the easement for the gas company to install the gas lines. There is a plan within this project for a future small building and this gas line would accommodate this plan.

Move that the Board of Selectmen grant an Easement to Columbia Gas for the Scituate Public Safety Complex at 800 Chief Justice Cushing Highway. Motion by Mr. Danehey Second by Mr. O'Toole Unanimous Vote (5-0)

FY 17 Budgets

- 149 Economic Development Committee (EDC), Ann Burbine, Chair and Chris McConaughy, Vice Chairman
Ms. Burbine reviewed the accomplishments of the EDC for the past year and the budget for the EDC in FY17. Ms. Vinchesi and the Board commended the EDC for their excellent work.
- 650 Beautification, Donna Bangert, Chair
Ms. Bangert reviewed the accomplishments of the Beautification Commission volunteers who care for 26 traffic islands and adopt-a-lot. There are three lots up for adoption. The railroad crossings are taken care of by the landscape contractor. The flower pots and boxes in the harbor can take advantage of vouchers provided by the commission. This plan will be expanded to the Greenbush area. Ship Shape day this year will be scheduled for April 9, 2016. An increase of \$1,000 was requested for an increase in the maintenance contract. We will need to reinstall a garden at the library and in Cole Parkway. The Selectmen thanked Mrs. Bangert and all the members for the work that the Beautification Commission does on behalf of Scituate.
- School Department, John McCarthy, Superintendent of Schools and Paul Donlan, Business Manager
Superintendent McCarthy reviewed the budget and explained that the level service budget request reflects an increase of approximately 4.5%. What is included in this are leased busses and technology. Maintenance issues that were deferred over a number of years have been put into a five year facilities plan to begin to address these issues. The challenges faced are the issues of maintenance. The average cost per student for FY15 is approximately \$13,000 per student. The population is decreasing so the cost will increase for per pupil expenditure. Jenkins has experienced the greatest decline in students. When the sixth grade moves into the middle school Superintendent McCarthy will be looking at enrollments at all the schools. The neighborhood school model is more costly. When we move to the 6th-8th

grade middle school, that model will be more cost effective. In terms of staffing there are two programs that are being looked at to implement. Social Emotional Behavioral (SEB) learning is a program being looked at in the school district. There are very few options for students who require this type of program. By starting the SEB model at the elementary level, we should be able to serve students who are currently out placed. This program would require one additional teacher. The total cost of the program is expected to be about \$16,000. A full day pre-school program is planned for SPS at a cost to parents. The ECC would need a 4th teacher. These are the only two new positions in this budget. SPS currently runs the PLC and the ILC at Hatherly School. This new program is for social emotional needs which are different than the needs that the PLC/ILC addresses. The Special Education budget continues to increase and there is a proposal in front of the Governor to change Chapter 70. The circuit breaker increase has helped a lot but the cost of private placements has increased as well. Mr. Donlan has an upcoming meeting for the 9-10 buses owned to see what the value is to sell them. At the last School Committee meeting it was determined the start date for school will be after Labor Day on September 5, 2016. The Selectmen thanked Superintendent McCarthy and Mr. Donlan for coming to the meeting and presenting the FY17 budget.

FY17 Capital Planning Committee Recommendations Report, Dave Capelle, Chairman, Capital Planning Committee

Mr. Capelle thanked the Capital Planning Committee members for their help and work on the Capital budget. The committee has met with all departments for capital planning. Everything was approved based on the Town Administrator and Finance Director recommendations. Mr. Capelle reviewed each of the items outlined in the capital plan with the Board of Selectmen. The Selectmen reviewed each item and asked several questions. The Selectmen discussed the use of the stabilization fund and if they want to use that money to fund capital projects. Ms. Vinchesi said it is the Board's decision and the Capital Planning committee discussed this same issue. Ms. Vinchesi would not have recommended the use of stabilization funds if she didn't feel the Town could sustain it. The capital stabilization fund balance is \$317,000 and of that \$63,000 is unallocated. Ms. Vinchesi said the challenge is we're not using our general taxation to concurrently work with it. Mr. Vegnani asked Ms. Holt to provide the historical data for the stabilization fund and said the Board will discuss options to fund some of these capital projects. This will be discussed in more detail at the next Selectmen's meeting. Ms. Curran asked for the detailed foreshore protection funding options and the total amount earmarked. The Selectmen asked the amount of the annual fee for monitoring our drinking supply and Ms. Holt will check and let them know.

DPW PROJECTS Kevin Cafferty, DPW Director & Sean McCarthy, Town Engineer
Sewer Connection Persimmon Drive

Joe Spinella, 27 Persimmon Drive is requesting a sewer hookup based on system failure. Mr. Spinella said all the infrastructure is in place. Mr. Cafferty said it was put in place in 1994. Mr.

Cafferty has reviewed the documentation and said it can be tied in. Mr. Spinella said he has an easement to the leaching field at this development.

Move that the Board of Selectmen acting as Sewer Commissioners find that the sewer system installed on Persimmon Drive and Hickory Lane is a component of the Town of Scituate municipal sewer system as established by acceptance of the two streets as public ways by vote of the Town Meeting on October 25, 2011, and as such, property at 27 Persimmon Drive have rights to connect to said public sewer pursuant to Sewer Rules and Regulations. Connection can proceed pending inspection by a third party to insure no infiltration into the existing sewer system and a requirement to make any repairs prior to a connection at the residents expense with acceptance by the Sewer Department. The current conditions for new sewer connections will apply namely, payment of fees, assumption of connection costs and liability, approval of connection plans by the Sewer Department. Motion by Mr. Danehey Second by Mr. Harris Unanimous Vote (5-0)

FY16 Snow & Ice Deficit

Mr. Cafferty provided an overview of the 14 times the DPW has gone out and treated the roads for ice and/or snow.

Move that the Board of Selectmen approve deficit spending for FY16 snow removal activities as permitted by Massachusetts General Law Chapter 44, Section 31D. Motion by Mr. Danehey Second by Mr. O'Toole Unanimous Vote (5-0)

Skate Park Contract Award

Daniel Monger Sr., Dan Monger Jr., Will Monger, 5 Captain Dan Litchfield, Scituate, MA and Sean McCarthy, Town Engineer, DPW

At the Town meeting in 2014, CPC money was allocated to renovate the existing skate park. The bids last year came back exceeding the budget. The plan was revisited, redesigned and went back out to bid. Last week the bids came back in. The company selected is Misiano SkateParks of New Smyrna Beach, FL. This company has done work in New England and is currently doing work in Acton. Mr. Monger provided the Selectmen with visual copies of the proposed skate park. The Selectmen asked how the High School project will work with this construction project. Sean McCarthy said both recreation and the DPW have spoken with Superintendent John McCarthy and he said the project was fine. The Selectmen were concerned about access to the skate park once the project is completed. Mr. Monger has spoken with Shane Nolan who said there was no issue as long as it is completed before school is out. Mr. Monger said this language was included in the contract.

Move that the Board of Selectmen award the contract for construction services for renovations to the skate park to Misiano SkateParks of New Smyrna Beach, Florida for \$360,012.00. Motion by Ms. Curran Second by Mr. Harris Unanimous Vote (5-0)

Mr. Vegnani called for a short break at 9:29 p.m.
The meeting was called back to order at 9:42 p.m.

OLD BUSINESS:

138 Stockbridge Road

Steve Corsaro, Attorney representing the owner Richard D. Paine, explained the dilemma they have is they have no authority to go before a board and ask for anything such as a building permit. Tonight Attorney Corsaro is asking for authority to go before boards and ask for what is needed to be sure it is a buildable lot, etc. Attorney Corsaro is looking for some type of authority to obtain the permits. Mr. Vegnani said his client wants to eliminate the risks to himself but this has gone on for quite a long time. Attorney Corsaro said this individual had some difficulties but does have the ability now to be helped. Attorney Corsaro wants to ask the Selectmen for permission to obtain all permits and authorization from the Town necessary to build a house. Mr. Danehey said the investor does not want to take the risk but wants the reward. This is now town owned property because the taxes were not paid and the property would need to go out to bid. Ms. Vinchesi said the property is in the Town of Scituate flood map. It is not in the FEMA flood map. Mr. O'Toole asked if the investor could investigate this without a purchase and sale agreement. Steve Bjorklund asked the board if they see a downside to this. Mr. Bjorklund is not the purchaser of this lot. There is a study for the planning board that the property does not flood. It now it has to go to the zoning board of appeals. If the intent is to make the Town whole on this property they need the authority to get the permit. Mr. Danehey said we are obligated to put it up for auction even if a permit is given. Attorney Corsaro and Mr. Bjorklund will go back to the investor and see if the bill will be paid.

FY 17 Budgets Continued

- 145 Treasurer/Collector

Pam Avitabile, Treasurer/Collector reviewed her budget with the Board of Selectmen. Postage has moved to the treasurer/collector budget now rather than individual budgets. There are no new positions in this budget. The ambulance billing can be difficult to judge. We have a new computer system coming. This is a major work effort and we will implement payroll changes as a result of the audit. Ms. Avitabile wanted to let the public know that the beach and transfer station stickers are now available. Old stickers should be removed from the vehicles and directions will be given out for sticker placement. \$35 beach sticker \$75 transfer station stickers and \$25 for the second transfer station sticker and replacement stickers are \$10 each

- 914 Health Insurance

Nancy Holt reviewed the Health Insurance budget. The rates will be voted on Thursday. The budget presented to the Selectmen will cover expenses up to 14%. Ms. Vinchesi said there is an additional appropriation because we anticipate the expenses may go up to 20% in 2018. There needs to be further discussion about health insurance.

- 910 Pension Non Contrib.

Pam Avitabile said this is the COLA budget. There is one gentleman left in the COLA. The base increased from \$12,000 to \$14,000 and this is his pension.

- 916 FICA

Pam Avitabile said FICA is based on who we employ. There is a 4% increase expected for FY17.

- 720 Debt and Interest

Ms. Avitabile said we try to keep our debt level funded. We don't want huge principal payments. Our rating is AA+ and we are working on our 2005 bond. There is a meeting with Standard and Poors next Monday. Our goal is to work to achieve a AAA rating.

- 911 Retirement

The Town of Scituate increase was 5.6%. The Town Administrator said two years ago we were told by the county we should expect an 8% minimum increase.

- 148 Foreclosure

There is \$1.3M in tax title. \$360K was collected in the last 8 months. There are 15 properties the treasurer/collector has in land court. The treasurer/collector will work with anyone on a payment plan as needed.

The Board thanked Pam Avitabile for her hard work.

NEW BUSINESS:

One Day Liquor Licenses

a) Ellen MacKenzie Catering, GAR Hall, 7/30/16 4 p.m. – 11 p.m.

Move that the Board of Selectmen approve a one day wine & malt license for Ellen MacKenzie Catering on July 30, 2016 from 3p.m. - 9 p.m. at GAR Hall. Motion by Mr. Danehey Second by Ms. Curran Unanimous Vote (5-0)

b) St. Mary of the Nativity, Choral Art Society of the South Shore, 3/19/16 7 p.m. – 9:30 p.m.

Move that the Board of Selectmen approve a one day wine & malt license for Choral Art Society of the South Shore on March 19, 2016 from 7p.m. – 9:30 p.m. at St. Mary's of the Nativity Parish Center. Motion by Mr. Danehey Second by Mr. O'Toole Unanimous Vote (5-0)

c) Blanket Licenses for SMC

Move to approve five (5) Blanket one day wine and malt licenses for Scituate Maritime Center. Motion by Mr. Danehey Second by Mr. Harris Unanimous Vote (5-0)

Appointment of Election Worker

Move to appoint Mr. Thomas Gavin as an Election Poll Worker. Motion by Ms. Curran Second by Mr. Danehey Unanimous Vote (5-0)

Drain Layers License Renewals

Move to approve the renewal of 2016 Drain Layers Licenses for Iaria Brothers, Inc., Mankewich Contracting, Inc., and Paul Laugelle. Motion by Mr. Danehey Second by Mr. O'toole Unanimous Vote (5-0)

Sewer Betterment Deferral for Parcel ID 14-1-49-0

Move to grant a FY16 sewer betterment deferral for parcel id 14-1-32-0. Motion by Mr. Danehey Second by Mr. O'Toole Unanimous Vote (5-0)

Review of Draft Warrant

The Selectmen received a draft copy of the Special Town Meeting and Annual Town Meeting warrant for review. Ms. Vinchesi said if the Selectmen have any questions she will get them any information they need.

OTHER BUSINESS:

Correspondence

Comcast Cable letter for public hearing on 4/13/16 10 a.m. 1000 Washington Street, Room 1E, Boston, MA for rates.

Comcast Infinity letter March 7, 2016 simplify installation charges for \$79.99 rate change.

Plymouth County Retirement Board letter for the pension fund.

Scituate Sister City French Film Classic at St. Mary's Parish Center on 3/3/16 at 6:30 p.m. \$5 donation at the door.

Cathedral of the Holy Cross Mass for Public Safety Personnel and Families, Sunday, October 9, 2016 at 11:30 a.m.

Fundraiser for the parade at 7:00 p.m. on Thursday, March 3, 2016 at Stillwaters in North Scituate.

Acceptance of Meeting Minutes

Move that the Board of Selectmen approve the meeting minutes for the February 16, 2016 Board of Selectmen Meeting. Motion by Mr. O'Toole Second by Mr. Danehey Unanimous Vote (5-0)

Mr. Vegnani gave an update on SHS sports teams games this week.

Mr. O'Toole saw a picture in the Scituate Mariner of Gordon Price and Bill Blake cleaning up the harbor area.

Adjournment and Signing of Documents

Motion to adjourn the Selectmen meeting by Ms. Curran Second by Mr. O'Toole at 10:50 p.m. Unanimous Vote (5-0)

Respectfully Submitted,

Lorraine Devin
Recorder

List of Documents March 1, 2016 Board of Selectmen Meeting

- Agenda
- Upcoming Meetings & Events
- Town Administrator Items: Public Facilities Update, Library Roof Update – Daedalus, FEMA Update, North River Dredge Materials/Survey
- Discuss/Vote Columbia Gas Easement for PSC
- Discuss/Review FY17 Budgets
- Discuss/Review FY17 Capital Planning Committee Recommendations Report
- DPW Projects – Sewer Connection Persimmon Drive, FY16 Snow Deficit; Skate Park contract award
- Discuss/Vote 138 Stockbridge Road
- Discuss/Vote One Day Liquor Licenses
- Discuss/Vote Appointment of Election Workers
- Discuss/Vote Drain Layers License Renewals
- Discuss/Vote Sewer Betterment Deferral for Parcel ID 14-1-49-0
- Review Draft Warrant
- Correspondence
- Approval of Meeting Minutes for the Board of Selectmen meeting on 2/16/16.

Board of Selectmen Meeting Minutes for Tuesday, March 1, 2016

BOARD OF SELECTMEN

Anthony V. Vegnani, Chairman

John F. Danehey, Vice Chairman

Maura C. Curran, Clerk

Shawn Harris

Martin J. O'Toole